

Event

The **Event** tab is for scanning event guests' QR codes. At each service point (coffee, food, cloakroom and so on) the guest shows the QR code on their phone; you scan it and their allowance is used.

“ **Who sees it?** When the venue has an active event: managers, and staff whose department has **Event QR scanning** ticked.

👁️ **Demo modu: görüntüleme amaçlı, değişiklikler kaydedilmez.**

Useroam Wifi

Misafirin telefonundaki QR kodu okutun.

OKUTMA NOKTASI

Housekeeping



Okutma bu noktaya işlenir. Yanlış nokta seçiliyse misafirin hakkı burada düşer.



QR Okut

0

Okutan misafir

0

Davet
gönderilen

0

Toplam okutma



Kodu elle gir



Misafire linki yeniden gönder



Misafir QR kodunu bulamıyorsa numarasına yeniden gönderin.

1. Scanning a QR code

1. Choose where you are from the **Scanning point** list. The scan is recorded to this point; if the wrong point is selected, the guest's allowance is used there.
 2. Tap **Scan QR**. The camera opens with *"Scan the QR code on the guest's phone."*
 3. Point the camera at the QR code on the guest's phone. Tap **Stop** when you are done.
 4. The result shows the guest name and **verified**, how many times it was scanned and how much is **left**.
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2. If the code will not scan: Enter code manually

1. Open **Enter code manually**: *"If the camera will not open or the code will not scan, type the code from the guest's screen."*
2. Type the **32-character code** shown on the guest's screen.
3. Tap **Verify**.

If the camera cannot start you see *"Camera could not start. You can enter the code manually."*; use the same route.

3. If the guest cannot find the QR code

1. Open **Resend link to guest**: *"If the guest cannot find the QR code, resend it to their number."*
 2. Type the guest's mobile number as 5xxxxxxxxx.
 3. Optionally enter **First name (optional)** and **Last name (optional)**. First and last name are optional. If you enter them, the guest name appears when the QR is scanned.
 4. Tap **Send**. The guest gets the link with *"Your event QR code:"* and the screen shows **Link sent**.
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4. Summary counts

- **Guests scanned:** guests whose QR code was scanned at least once.
 - **Invites sent:** guests who were sent a QR link.
 - **Total scans:** the number of all scans.
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5. Messages and what to do

- **Invalid code:** the code does not belong to this event. Ask the guest for the right QR code.
 - **This code was just scanned:** the same code was read twice within seconds; do not scan again.
 - **This guest has already used their entitlement in this department or No allowance left:** the guest's allowance at this point is used up.
 - **You are not assigned to this department:** you cannot scan at the selected point. Choose your own point or ask your manager.
 - **Could not read the code:** raise screen brightness, hold the phone 15-20 cm away, or enter the code manually.
 - **Connection failed:** check your internet and try again.
 - **Invalid number. Use the format 5xxxxxxx. or Invalid number or could not send.:** type the 10-digit number without a leading 0.
 - **Too many sends, please wait a minute.:** link sending is briefly limited.
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“ Related pages: [Useroam Go](#) → [App Screens by Department](#); [Events](#).

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